

A RESOLUTION

05- R-0376

BY FINANCE/EXECUTIVE COMMITTEE

AUTHORIZING THE CHIEF PROCUREMENT OFFICER TO UTILIZE THE STATE OF GEORGIA CONTRACT 1122 PROGRAM WITH DEPARTMENT OF PUBLIC SAFETY FOR A BLANKET PURCHASE ORDER FOR JET A HELICOPTER FUEL, ON BEHALF OF ATLANTA POLICE DEPARTMENT, IN AN AMOUNT NOT TO EXCEED THIRTY THOUSAND DOLLARS AND NO CENTS \$30,000.00. ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 1A01 GENERAL FUND, 521101 SUPPLY, X43001 SPECIAL OPERATIONS

WHEREAS, the “City” of Atlanta, Atlanta Police Department, desires a blanket purchase order for Jet A Helicopter Fuel to perform their daily operations; and

WHEREAS, pursuant to the City’s Procurement and Real Estate Code of Ordinances § 2-1606, the Chief Procurement Officer may procure supplies, services or construction items through contracts established by the purchasing division of the State where such contracts and contractors substantially meet the requirements of this article; and

WHEREAS, the Chief of Police of Atlanta Police Department and the Chief Procurement Officer recommend utilizing the State of Georgia Contract 1122 Program with Department of Public Safety for a blanket purchase order for Jet A Helicopter Fuel to perform their daily operations.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Chief Procurement Officer is hereby authorized to utilize the State of Georgia Contract 1122 Program pursuant to § 2-1606 of the City of Atlanta Code of Ordinances for a blanket purchase order for Jet A Helicopter Fuel to perform daily operations for the Atlanta Police Department in an amount not to exceed \$30,000.00.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer be and is hereby directed to prepare the appropriate contractual agreement.

~~**BE IT FURTHER RESOLVED**, that the contractual agreement shall not become binding on the City, and the City shall incur no liability upon same until such agreement has been delivered to the contracting party. All contracted work shall be charged to and paid from fund account and center number: 1A01 General Fund, 521101 Supply, X43001 Special Operations.~~

BE IT FURTHER RESOLVED, that all contracted work shall be charged to and paid from Fund Account and Center number: 1A01 General Fund, 521101 Supply, X43001 Special Operations.

X4105005

BKPO

068

068

1A01

521101

ACCOUNT

X41001

CENTER

DATE NEEDED: 2/8/05

SUGGESTED VENDOR	<u>Ga. Dept of Public Safety</u>	VENDOR NUMBER	<u>M0445 01</u>
DEPARTMENT	<u>Police</u>	BUREAU	<u>FOD - Helicopter</u>
CONTACT PERSON	<u>Brenda Franklin</u>	DATE COMPLETED	<u>2/8/05</u>
		PHONE NUMBER	<u>404 817 7878</u>

The undersigned certifies that funds are available at the budget adoption level for all items.

AUTHORIZED SIGNATURE

D/C es Zarrin

DATE _____

2/8/05

COMPUTER EQUIPMENT	
APPROVE	DISAPPROVE
<input type="checkbox"/>	<input type="checkbox"/>

DOP USE ONLY

BUYER ID

FINANCE USE ONLY	
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DIT USE ONLY

REQ ENTERED BY

SIGNATURE

FAC APPROVAL

SIGNATURE

SIGNATURE

DATE _____

DATE _____

DATE _____



MEMORANDUM

TO: Deputy Chief C. A. Banda

FROM: Major C. W. Moss *CW Moss*

DATE: January 5, 2005

RE: CONTRACT FUEL PURCHASES FOR
ATLANTA POLICE HELICOPTER UNIT

Attached, please find information concerning the Defense Energy Support Center's Air Card Program. The Air Card, also referred to as the AVCard, is a program that permits state and local law enforcement agencies to purchase fuel through the Georgia Department of Public Safety's Excess Property Program at a discounted rate. The Georgia State Patrol, and the Dekalb and Fayette County Police Departments currently participate in the program.

The Atlanta Police Department Helicopter Unit consumes approximately 18,000 gallons of jet fuel annually. The most recent jet fuel invoice contained charges of \$2.55 per gallon. Jet fuel purchased through the AVCard Program, however, is approximately \$1.50 per gallon at the present time – a savings of more than one dollar per gallon. Consequently, we could realize a savings of nearly \$19,000 a year by participating in the AVCard Program.

Deputy Chief Dunovant has reviewed my request for authorization to pursue the application process for the AVCard Program. He directed me to present the information to you for review and appropriate action by the Support Services Division. Should you have any questions or require any additional information, please do not hesitate to call.

Attachments

C: Major A. Keeney
Lieutenant R. Mitchell
Sergeant D. Tolleson



MEMORANDUM

TO: Major C. Moss

FROM: Deputy Chief H. R. Dunovant *HRD*

DATE: December 28, 2004

RE: Contract Fuel Purchases – Helicopter Unit

I have reviewed your request and although I do not have any issues regarding the AV Card Program, I am not sure of any contractual agreements, situations, or restrictions that the Department may be obligated to observe.

Present this matter to the Support Services Division (S.S.D.) for review and appropriate action. Provide me with a copy of the results of the S.S.D. response.

HRD/II

Cc: Assistant Chief A. J. Dreher



MEMORANDUM

TO: Deputy Chief H. R. Dunovant

FROM: Major C. W. Moss *CW Moss*

DATE: December 14, 2004

RE: CONTRACT FUEL PURCHASES FOR
ATLANTA POLICE HELICOPTER UNIT

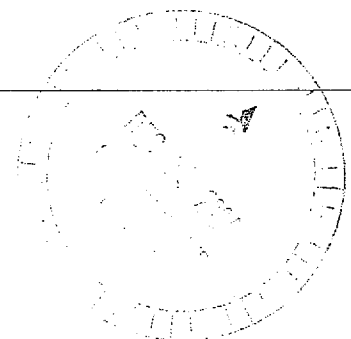
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I respectfully request authorization to pursue the application process for the AVCard Program. Should you have any questions or require any additional information, please do not hesitate to call.

Attachments

C: Major A. Keeney
Lieutenant R. Mitchell
Sergeant D. Tolleson



Enrollment Form for AIRCard Program
 FED-CIV AGENCIES SEND FAX TO AVCARD ADDRESS AT BOTTOM OF PAGE
 STATE AND LOCAL DRUG ENFORCEMENT AGENCIES FAX APPLICATION TO DESC (703-767-8506)
 Fed/Civ Agency (Incurring Charges) Payment Office

City of Atlanta Police Dept.
675 Ponce de Leon AVE. NE
 State, Zip Atlanta, GA 30308
 Contact Person & Title David Tolleson, CMD. Air-Unit
 Phone 404-530-3464
404-530-3467
 E-mail Address Apd.helicopter@mindspring.com
 FedAAC # _____

Name _____
 Department of Public Safety - Excess Property 1122 Prog.
 Address _____
 959 E. Confederate Ave., S.E. Bldg. #10
 City, State, Zip _____
 Atlanta, Georgia 30316
 Contact Person & Title _____
 Keith Harper, S.P.O.C.
 Telephone _____
 (404) 624-7048
 Fax _____
 (404) 624-7055
 E-mail Address _____
 kharper@gsp.net
 FedAAC # _____
 ALEABF

Which Federal Department is your Agency a part of? Defense Logistics Agency

Person to contact if we have questions concerning this enrollment David Tolleson - 404-530-3464
 (Name/Title/Phone)

Where and to Whom should we mail the credit cards? Atlanta Police Dept.
Attn: Sgt. David Tolleson
675 PDL AVE.
ATL, GA 30308
 (Y/N) & (QTY) _____

Will additional copies of the billing invoice be required? (Y/N) & (QTY) _____

Number of cards requested: Two

We have a need for some 'incognito' cards (AVCARD will call to discuss your specific needs).

Use a blank sheet of paper if additional cards are needed.

Aircraft Model/Tail/Registration #	ACFT Model / MDS	Fund Code	Signal Code	Aircraft Airport I.C.A.O.	Special Card Embossing Requirements (up to 20 characters)(optional field)
<u>N369PD</u>	<u>MDEIDE</u>	<u>XP</u>	<u>A</u>	<u>KATL</u>	
<u>N5TC</u>	<u>B206</u>			<u>KATL</u>	
<u>N368PD</u>	<u>OH-6A</u>			<u>KATL</u>	

Authorized Signature _____ Date 11/10/04 Title Commander, Air Unit

By enrolling in this program, agency is also agreeing to the terms and conditions set forth for cardholders in the AIR Card Contract attached in addendums.

Mail or FAX to: AVCARD/OASIS
 4 North Park Drive, Suite 412
 Hunt Valley, MD 21030
 Tel: (410) 771-2701 Fax: (410) 771-0516

NOTICES

Notices, return of Cards or other communications shall be sent to KROPP as follows AVCARD, 4 North Park, Suite 12, Hunt Valley, MD 21030. Attention: President via certified or registered mail, overnight courier, telefax, or telegram except that any return of Cards must be made by certified mail, return receipt requested. For questions call: (410) 771-2701

AVCARD a Division of Kropp Holdings, Inc.

AIRCRAFT OPERATOR

Resident: _____ Accepted: Atlanta Police Dept.
Aircraft Operator

By: David Tolleson
Authorized Signature

Name: David Tolleson Date: 11/10/04

Title: Commander, Air Unit

CARD PROGRAM TERMS AND CONDITIONS FOR AIRCRAFT OPERATORS USE OF THE AVCARD CREDIT CARD

COVERAGE

These terms and conditions cover the Aircraft Operator's use of the AVCARD, hereafter referred to as the "Card" or "Cards".

The term "Aircraft Operator" used here means the Agency or Department of the US Government which submitted the Enrollment form requesting the issuance of the Card(s). The term "Card" means each credit card bearing the KROPP/CARD/Oasis trademark or any other credit card which may be, by any other name, issued by Kropp.

ACCEPTANCE OF THESE TERMS AND CONDITIONS

The Aircraft Operator's acceptance of a Card or use of a Card, by or on behalf of the Aircraft Operator constitutes the Aircraft Operator's agreement to be bound by these terms and conditions governing the use of the Card.

The Aircraft Operator may terminate this agreement by cutting in half and returning each Card to KROPP, but will still be liable for purchases made with any card before KROPP's receipt of the Card(s).

USE OF CARDS

A card may not be used after any expiration date appearing on the face of the Card.

A Card is valid only for the purchase of goods and services which KROPP from time to time advises Aircraft Operator may be obtained with the Cards. KROPP reserves the right to deny authorization for any requested purchase.

PAYMENT FOR CHARGES

Refer to Addendums "A" & "B"

Payment by eft, check or bank draft must be payable directly within the United States' banking system for all USD billing registers and the Canadian banking system for all CAD billing registers. Payment by funds transfer in USD or CAD shall be free and clear of all cardholders banking fees or charges. KROPP reserves the right to collect from the Aircraft Operator any fees or charges associated with payments not made in accordance with the before mentioned requirements for eft, checks, bank drafts and/or funds transfers.

CHARGES IN FOREIGN COUNTRIES

A charge made in a foreign currency will be converted into U.S. dollars. The conversion rate will be at least as favorable to the Aircraft Operator as an interbank rate or, where required, an official rate which rate is in existence within twenty-four hours of the time that the Charge is processed by KROPP plus 2% of the converted amount.

LOST OR STOLEN CARDS

The AIRCRAFT OPERATOR shall be responsible for all purchases made with a Card from the date of issuance until the AIRCRAFT OPERATOR reports that a Card is lost, stolen, misplaced, or canceled by calling KROPP at this telephone number 1-800-AVCARD1. This number is available 24 hours a day. After the date of the aforesaid report, the AIRCRAFT OPERATOR shall have no responsibility for purchases made with the Card reported as lost, stolen, misplaced, or canceled.

ASSIGNMENT

KROPP may from time to time assign all or any part of its right, title and interest arising out of issuance and use of Cards, including prior written notice to AIRCRAFT OPERATOR by such assignee(s) or by KROPP shall be absolute and unconditional and shall both be subject to any defense or setoff.

HANGING THESE TERMS AND CONDITIONS

Refer to Addendums "A" & "B"

OWNERSHIP OF CARD

KROPP remains at all times the owner of any card issued by AVCARD. KROPP may revoke the right to use any Card at any time, without cause and without notice. KROPP may notify firms accepting the Card not to accept a revoked Card and if asked by any firm, the AIRCRAFT OPERATOR agrees that it or its representative, will give any revoked Card to the firm. The AIRCRAFT OPERATOR agrees to return to KROPP at its request any revoked or expired Card.

	First Reading		FINAL COUNCIL ACTION	
	Committee Date Chair Referred To		<input type="checkbox"/> 2 nd <input type="checkbox"/> 1 st & 2 nd <input type="checkbox"/> 3 rd Readings <input type="checkbox"/> Consent <input type="checkbox"/> V Vote <input type="checkbox"/> RC Vote	
(Do Not Write Above This Line)				
A RESOLUTION BY FINANCE/EXECUTIVE COMMITTEE AUTHORIZING THE CHIEF PROCUREMENT OFFICER TO UTILIZE THE STATE OF GEORGIA CONTRACT 1122 PROGRAM WITH DEPARTMENT OF PUBLIC SAFETY FOR A BLANKET PURCHASE ORDER FOR JET A HELICOPTER FUEL, ON BEHALF OF ATLANTA POLICE DEPARTMENT, IN AN AMOUNT NOT TO EXCEED THIRTY THOUSAND DOLLARS AND NO CENTS \$30,000.00. ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 1A01 GENERAL FUND, 521101 SUPPLY, X43001 SPECIAL OPERATIONS	Committee Date Chair Action Fav, Adv, Hold (see rev. side) Other Members Refer To	Committee Date Chair Action Fav, Adv, Hold (see rev. side) Other Members Refer To	CERTIFIED	
<input type="checkbox"/> CONSENT REFER <input type="checkbox"/> REGULAR REPORT REFER <input type="checkbox"/> ADVERTISE & REFER <input type="checkbox"/> 1 ST ADOPT 2 ND READ & REFER <input type="checkbox"/> PERSONAL PAPER REFER	Committee Date Chair Action Fav, Adv, Hold (see rev. side) Other Members Refer To	Committee Date Chair Action Fav, Adv, Hold (see rev. side) Other Members Refer To	MAYOR'S ACTION	
Date Referred				
Referred To:				
Date Referred				
Referred To:				
Date Referred:				
Referred To:				

Legislation White Paper

Committee of Purview:

Caption

A resolution authorizing the Mayor to execute an appropriate contractual agreement on behalf of the Atlanta Police Department with Department of Public Safety in an amount not to exceed thirty thousand dollars and no cents \$30,000.00. All contract work shall be charged to and paid from fund account and center number: 1A01 General Fund, 521101 Supply, X43001 Special Operations.

Council Meeting Date: March 7, 2005

Legislation Title: Resolution authorizing the Mayor to enter into a contractual agreement with Department of Public Safety for a blanket purchase order for Jet A Helicopter Fuel

Requesting Department: Atlanta Police Department

Source Selection: Statewide Contract 1122 Program

Fund Account Center: 1A01 General Fund, 521101 Supply, X43001
Special Operations

Prepared By: Brenda M. Armstrong
